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| Command, Control, Communications, Computers C4 Systems Requirements Document (CSRD) | | DATE: | | PMO CONTROL NUMBER: | |
| REQUIREMENTS TITLE: | | | REQUESTING AGENCY POINT OF CONTACT (Name, Command, Office, Grade, Telephone): | | |
| | | | | | |
| DATE NEEDED: | MISSION OR COMMAND SUPPORTED: | | | | |
| REQUIREMENT(S): | | | | | |
| JUSTIFICATION: | | | | | |
| TECHNICAL SOLUTION AND COSTING | | | | | |
| PMO'S PROPOSED SOLUTION/ALTERNATIVES: | | | | | |
| TECHNICAL SOLUTION AUTHORITY | | | | | |
| THIS SOLUTION MEETS ARCHITECTUAL AND INTEROPERABILITY REQUIREMENTS (Name, Command, Dept, Telephone): | | | TECHNICAL REFERENCES USED: | | |
| APPROVAL AUTHORITY WITH SIGNATURE | | | | | |
| DEPARTMENT HEAD (Name, Command, Dept): | | | | APPROVED | |
| | | | | DISAPPROVED | |
| N6/CiO/COMMAND COMMUNICATION REPRESENTATIVE (Name, Command, Dept): | | | | FUNDS AVAILABLE | |
| | | | | UNFUNDED | |
| | | | | APPROVED | |
| | | | | DISAPPROVED | |
| TNOSC PMO REPRESENTATIVE (Name, Grade, Telephone): | | | | APPROVED/FUNDED | |
| | | | | APPROVED/UNFUNDED | |
| | | | | DISAPPROVED | |
| TNOSC PMO OFFICER (Name, Grade, Telephone): | | | | APPROVED | |
| | | | | VALIDATE | |

INSTRUCTIONS FOR COMPLETING NCTS FORM 3215

- 1. Date:** Enter the date the form is prepared or submitted.
- 2. Project Management Office (PMO) Control Number:** This is completed by the PMO. The number assigned will be retrieved from the TNOSC Remedy Database.
- 3. Requirement Title:** Include a title that briefly describes the requirement.
- 4. Date Needed:** Enter the date the service is required.
- 5. Mission or System Supported:** Identify the major C4 system or mission that the requirement relates to.
- 6. Requesting Agency Point of Contact:** Identify who can knowledgeably discuss the requirement.
- 7. Requirement(s):** State the need in functional terms. Tell what capabilities you need, do not just state what specific equipment you believe you require. If specific equipment is recommended, state why. The focus of the requirement should be on describing the capabilities you need. Identify any security handling requirements, and indicate when a secure capability is required. When necessary, include special requirements, such as accommodations for handicapped users, special operating conditions, manpower, training, and maintenance.
- 8. Justification:** Tell why you need it. The justification may be useful after the technical solution is provided. It can help prioritize resource allocation and project implementation.
- 9. PMO's Proposed Solution/Alternatives:** Completed by the TNOSC PMO, possibly with assistance from others. May require additional pages.
- 10. Technical Solution Authority:** Identify who certifies the solution meets architectural, security, accreditation, and interoperability standards. Additionally, identify what references were used. The PMO ensures completion, though other activities may certify.
- 11. Department Head:** Departmental leadership must be aware of all C4 requests within his/her organization to ensure accountability of physical and logical assets as well as ensure departmental funds are being utilized in the best interest of the Command. The Department Head must validate the request (to include project funding identification) PRIOR to submission to the TNOSC.
- 12. N6/CiO/Command Communication Representative:** Each organization has an assigned N6/CiO/Command Communications Representative that is familiar with the current topology of the organization's network and resources as well as department assets. The N6/CiO/Command Communications Representative must validate the request PRIOR to submission to the TNOSC.
- 13. TNOSC PMO Representative:** The PMO representative that is assigned this requirements package will endorse this field upon completion of project analysis and/or technical solution completion. This individual will be the lead Project Manager for the project.
- 14. TNOSC PMO Officer:** This section is available if it is necessary to forward the form to the TNOSC PMO Officer for review or action according to upper echelon guidance.